

**City Council of the Mayor and Council of New Castle**  
**Special Council Budget Workshop Meeting at Town Hall**  
**201 Delaware Street – New Castle**  
**Thursday–May 31, 2011 – 6 p.m.**

**Present:**

Council President William Barthel  
Councilperson John Cochran  
Councilperson John Gaworski  
Councilperson Ted Megginson  
Councilperson Teel Petty

**Also present:** City Administrator Cathryn Thomas, Finance Director Marian Delaney

President Barthel said this was the third budget workshop and the focus is on revenues. He said one item he would like the Council to take another look it is parking meters and consider having a vendor back to conduct a test. He pointed out there have been multiple requests for funding from various groups.

Administrator Thomas said the one vendor indicated the company could not do a test because it would not be economically feasible. She said the City can get the vendors back in to discuss options. She said the City can do an analysis to see if it would be worth it for the City.

President Barthel said he would like to invite the representatives from the Library back in for additional information about their funding request and what efforts they have made to close the funding gap.

Councilperson Gaworski questioned how the Library can be getting 8,000 people a month there.

A discussion was held about getting additional information from the Library.

Finance Director Marian Delaney led a line-by-line review of revenues.

The tax penalties budget line will drop from \$20,000 to \$15,000 to reflect the current year's expected revenue. Property tax transfers were projected in the current budget at \$175,000. That will be reduced to \$155,000 in the next budget. Delinquent tax collections in fiscal 2011 so far are \$39,562; budgeted amount was \$100,000. Fiscal 2012 budget is proposed to be reduced to \$50,000.

Building/HAC applications are down from \$135,866 in fiscal 2010 to \$55,930 so far in fiscal 2011. The budget called for \$150,000. The fiscal 2012 projected amount was cut to \$75,000.

Councilperson Cochran suggested looking at having someone working on code enforcement on the weekend.

Fines and forfeitures from State courts is at \$51,458 through April. Fiscal 2011 budget projected

\$80,000.

Councilperson Cochran said that number has steadily declined.

Council projects receiving \$450,000 from MSC.

President Barthel said his quick tally shows revenues are down about \$108,000 in revenues.

A discussion was held about private sponsorship of parks.

A discussion was held concerning a proposal to create a new position dedicated to writing grants.

Administrator Thomas said the City had received a letter of interest from a particular person. The City does not currently have a vacant position for a grants writer so Council would need to create one. If Council would like to create such a position, she has obtained information for a potential job description. It would be Council's decision what type of position it would be and what type of compensation.

Councilperson Cochran said the person who approached the City has grantwriting as her background. He believes it would be a way for the City to start its grantwriting. It would only be for a month. He said he did not realize the City would need to create a position.

Councilperson Petty asked what the person would work on, what type of grants.

President Barthel suggested focusing on what the Council would like a grantwriter to work on in general.

A discussion was held about possible grants the City might seek.

Councilperson Petty asked how the City is going to justify adding a new position and how the salary or fee would be paid.

Administrator Thomas said there typically is a process for hiring someone.

The consensus was the idea is good but the timing was too short to do on this particular request but Council will continue to look at the issue.

Councilperson Megginson made a motion to adjourn the meeting. The motion was seconded by Councilperson Petty. The motion was passed unanimously.

The workshop meeting adjourned at 7:43 p.m.

Respectfully submitted,

Michael Dickinson  
New Castle City Clerk

